

FLATHEAD COUNTY FAIR COMMISSION

Meeting Minutes from October 12, 2017

The regular monthly meeting of the Fair Commission on October 12, 2017 was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds.

Roll call of members: Sam Nunnally, Wes McAlpin, and Mark Carlson, were present. Liaison member Pam Holmquist, Doug Wise and Butch Woolard were excused.

Staff present: Mark Campbell.

Guests present: Sharon Askelson.

Agenda approval: Wes McAlpin moved to approve the agenda as presented. Mark Carlson seconded the motion. All members were in favor.

Past meeting minutes: Minutes from September 14th meeting were presented for review. Mark moved to approve the minutes as presented. Seconded by Wes. Motion carried with all members in favor.

Public Comment: Sam called for public comment. Sharon is concerned with the lower number of entries this year compared with last. She stated that 124 less exhibitors and 966 fewer entries were accepted. She feels it's based on the number of steps to enter.

Manager's report: Mark provided an update on current activities. Contractor is behind up to 30 days on the project. We are currently working on change orders with a target of balancing the dollars for minimal impact. Revised drawings have been submitted to the City to reduce impact fees. Maintenance repaired the roof of the Boy Scout popcorn stand. The premium checks have been mailed and wrapping the process. Exhibitor of the Year is Teagan Flint, age 9. Event inquiries are still being received for potential new activities.

Fair financials through September were shared. Revenue details were provided with updates on sponsorships and advanced sales. Total revenues are at almost 67% of annual budget for the year. Expenses total 41.83% with the credit card charges for September still to post.

Committee or Director Reports: no reports given.

Old Business: the September pay request has not yet been submitted. A review of the overall financial cost of the project was provided. A general discussion about ADA project aspects was held.

Fair review report was provided and reflects an attempt to place the annual fair comparisons onto one page. Recognition of increases are due to everybody's efforts, consistent over a period of time rather than highs and lows. The lower portion of the report shows funds going directly back to the community. Mark noted the non-profit sales decrease since 2013. Fewer numbers are part of reason for that. Further discussion about changes and their effect on the fair was held.

New Business: Mark shared an update including e-mails, background, and options for the grandstand entertainment in 2018. Many of the options and hurdles with each were discussed. A recommendation of Josh Turner was made and discussed. Everyone felt comfortable to proceed.

A recess to closed session was called at 7:25 pm for the annual Fair Manager annual review.

Key points discussed during the closed session were:

- programs and facility use
- building and grounds improvements
- personnel – could use more help
- vendors and rentals – good communications
- marketing is working well
- needs – first priority is towards acquiring additional help in the office

The closed session was concluded at 7:55 pm.

No further new business was presented.

Adjournment: Wes moved to adjourn the meeting at 7:56 pm, seconded by Mark. All were in favor.

Submitted by: mc

Approved as submitted:


Chair

11-16-17
Date